



## Augusta - Richmond County

# Augusta Maps Help Guide

## Information Technology Department

### GIS Division

535 Telfair St, Building 2000

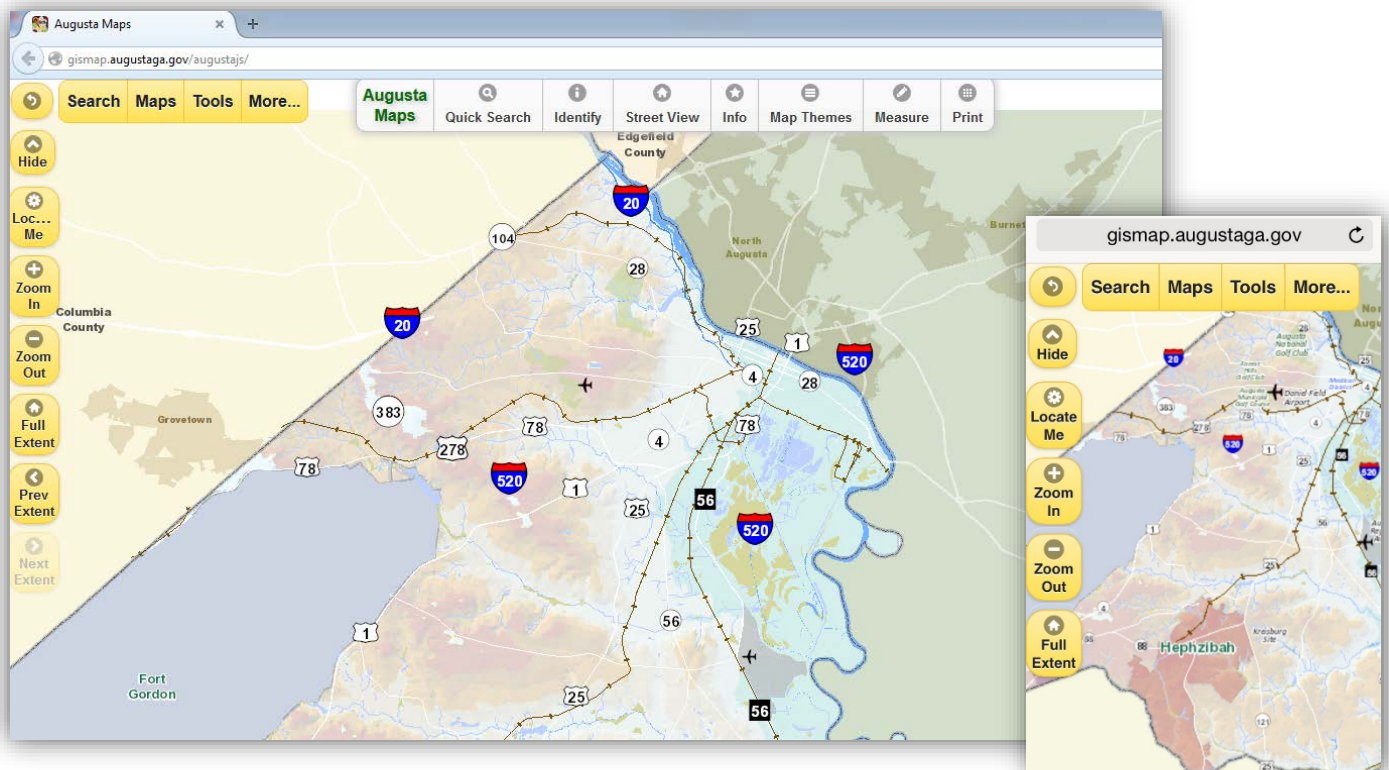
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# Access

Augusta's online mapping application, Augusta Maps, provides customers with tools to search real estate property records, perform property comparison, view property photos, show sales information, and display tax data.

Augusta Maps is available in both mobile and desktop friendly versions. This guide will provide helpful information for both versions.

Navigating to Augusta Maps can be reached from the [Augusta, GA homepage](http://www.augustaga.gov) ([www.augustaga.gov](http://www.augustaga.gov)) by clicking on the option for GIS Online MAPS.



This will link you to the Online Maps page. To access the web application, click on the GIS icon as shown here or the [link](#) shown below.

GISMap can be accessed directly by entering the following web address in your chosen browser:

<http://gismap.augustaga.gov/augustajs/>



## NOTE

To use the website, there are a number of recommended system requirements which will allow users to optimize their experience. The following actions MAY BE or ARE required to use the application.

- **Pop-Up Blocking:** Certain features of the website will require pop-up blocking to be disabled
- Internet Explorer 8.0 & Above / Firefox 3.0.6: These two web browsers have been tested and approved as compatible browsers for the web application. Certain platforms of Safari as well.
- Adobe Reader 9.0 or above: If exporting items from the map, this additional software is required to be installed on your machine.

# Navigation

## Mobile

On phones or mobile devices, the appearance of the mapping application will be optimized to leverage a smaller screen. Certain tools and display panels are designed for optimized use in a mobile environment.

The mapping application is designed to be compatible with all major mobile platforms including but not limited to Android, iOS, and Windows 8.1 Mobile.

The “Locate Me” tool leverages the native GPS support provided by mobile devices to manage the application relative to the user’s physical location.

Pan



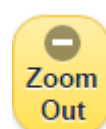
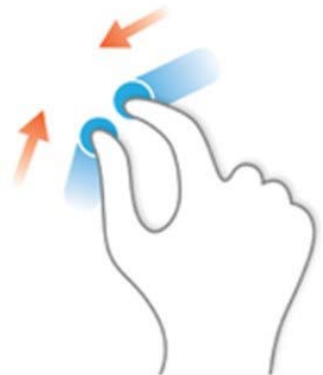
Touch and Drag to Pan the Map

Zoom In



Touch and pinch apart to zoom in on the map

Zoom Out



Touch and pinch in to zoom out on the map

## Desktop

### Pan



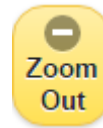
Click and hold down and drag the left mouse button to pan the map.

### Zoom In



Click the Zoom In button.  
Alternately, hold down the shift key and left click the mouse while drawing a box in the map to zoom to a specific area.

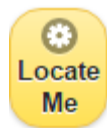
### Zoom Out



Click the Zoom Out Button.

## Other Navigation Options

### Locate Me



Use the Locate Me button on the navigation tools to provide your location using GPS, WiFi, and cellular towers.

This option is only available if you are physically located within spatial extents of the map.

### Full Extent

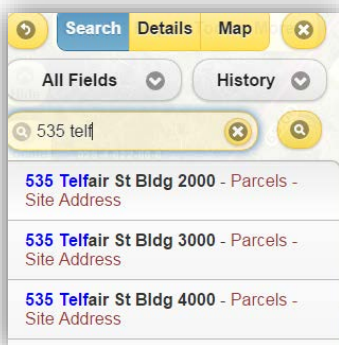
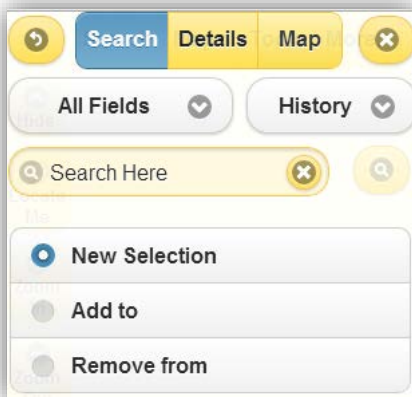
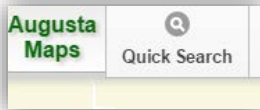
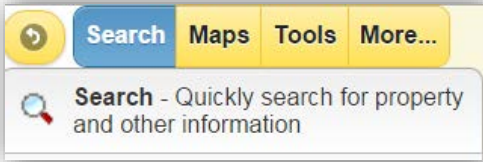


Use the Full Extent button to return to the full extent of the map.



# Search

## Standard Search:



The primary search method for GISMap has been designed to make searching for property or other features as simple as possible. To search for a property, there are two options: Click on 'Search' on the upper left-hand side of the screen, then click 'Search' again, or click on the 'Quick Search' on the shortcut menus at the top of the screen.

Choose the layer to search from by clicking the **All Fields** button. The default search includes all fields or map layers.

Click on "Search Here" and type one or more words to use as search criteria.

Common words or terms used for search criteria include a property owner name, road name, parcel number or street address.

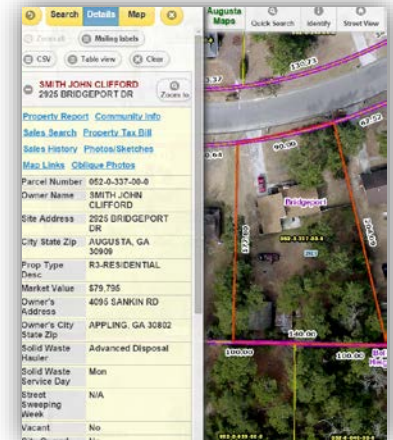
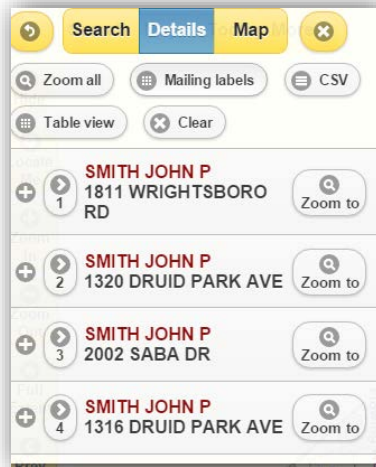
Map features that match your search criteria will be returned as a list. Choose the best result.

The map will refresh with the selected features highlighted and descriptive information will be displayed.

As an option, a CSV file of selected features can be downloaded or mailing labels of selected features with addresses can be produced.

**\*\* Recent searches can be found under 'History'.**

## Search by Owner Name Example:

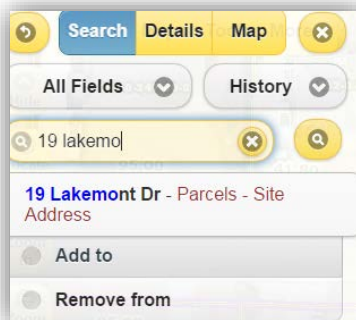


Click the search button and type the owner name of interest into the search box. The autofill will start to make suggestions. Click on the owner name of interest.

The map will refresh with selected features highlighted and descriptive information displayed. If more than one tax parcel is found, multiple results will be shown.

Click the button to zoom to the tax parcel of interest and click the plus icon to view the descriptive information.

## Search by Property Address:



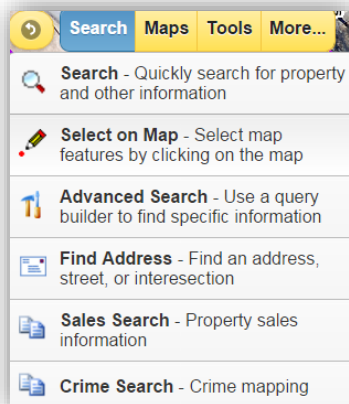
Click the search button and type the property address of interest into the search box. The autofill will start to make suggestions. Click on the address of interest.



The map will refresh with selected features highlighted and descriptive information displayed. If more than one parcel is found with the specified address, multiple results will be shown.



## Select on Map:



Select features on the map by drawing a point, line or polygon.



Zoom in to the area of interest in the map view. Choose the selectable layer.

### Select by Point:

Click the point button, and left click once in the map view to select a feature. The details pane will appear in the left margin.

### Select by Line:

Utilized to select multiple features in the selectable layer that are intersected by a line.

Click the line button. Left click once in the map to start a line, left click again to change the line direction, and double click to finish the sketch. Features intersected by the line are shown. Click the Zoom To button to zoom to the feature of interest. Click the plus icon to display descriptive information.

### Select by Shape:

Utilized to select multiple features in the selectable layer that are intersected by a polygon.

Click the Shape button. Left click once in the map to start the shape, left click to add corners to the shape, and double click to finish the sketch. Features intersected by the shape are shown. Click the Zoom To button to zoom to the feature of interest and click the plus icon to display descriptive information.

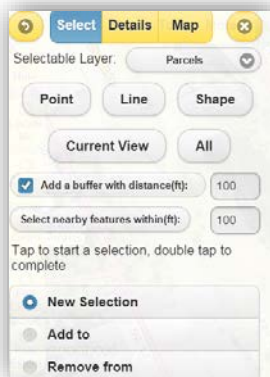
### Current View:

All features in the selectable layer currently in the map view are selected.

### All:

All features in the selectable layer are selected.

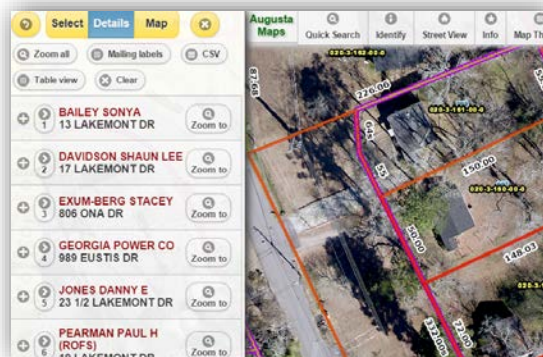
## Add a Buffer with Distance:



By checking the Add a Buffer with Distance box, the user can select features that are within a specified distance of a point line or polygon.

In this instance, any feature within 100 feet of a specified location will be selected.

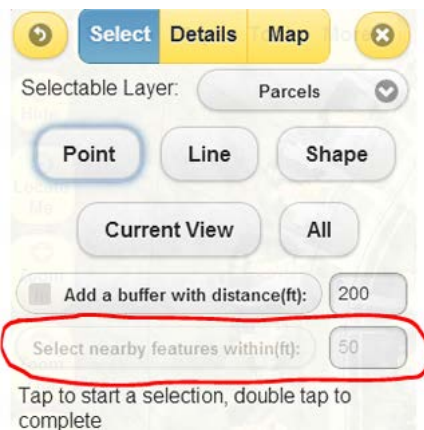
Now click the appropriate location on the map.



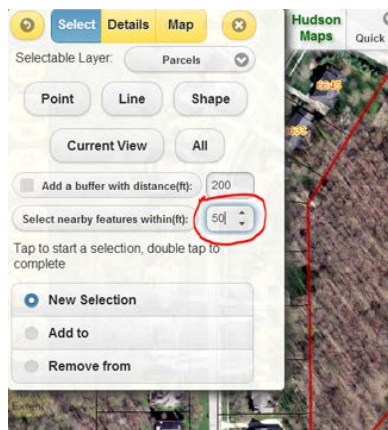
All of the selected features will be outlined in red. The information for the selected features will be displayed in the Details tab in the left margin.

The Zoom To button can be used to zoom to a specific feature. Complete descriptive information for a single feature can be displayed by clicking the plus icon. A CSV file or mailing labels with addresses of the selected features can be produced.

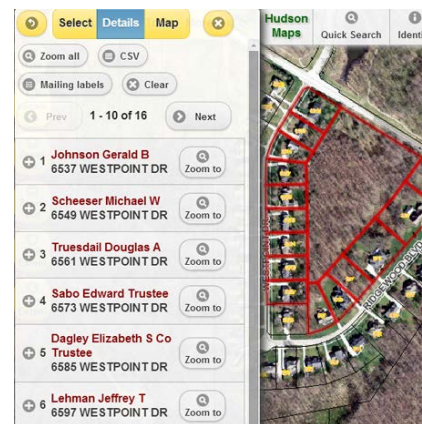
## Select Nearby Features within a Distance:



A feature must be selected to use this feature. After a feature is selected the button will become active.



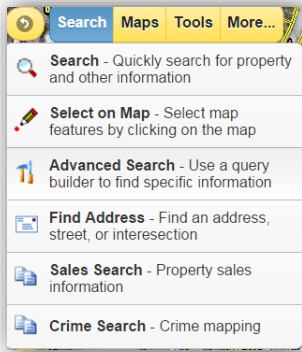
In this instance, all features within 50ft of the selected feature(s) will be selected.



The selected features will be presented in the Details tab.

**\*\*** The map will refresh with the selected features highlighted and partial descriptive information will be displayed. The Zoom to button will zoom to a single feature. Complete descriptive information for a single feature can be displayed by clicking the plus icon. As an option, a CSV file of selected features can be downloaded or mailing labels of selected features with addresses can be produced.

## Advanced Search:



Click the **Search** button in the upper left hand corner and choose '**Advanced Search**'.

Choose the layer to search from by clicking the **Selectable Layer** button. **Parcels** is the default.

Define the selection criteria by clicking the "Search Field" drop down and specifying the field of interest. **Owner Name** is the default search field for the **Parcels** layer.

Click the **Contains** drop down menu to specify the desired query operator. Type a value in the search box and click the Add button.

Repeat the above procedure until all search criteria have been entered into the query

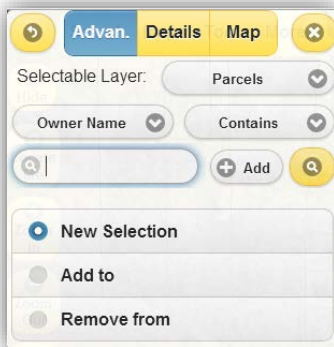
builder and then click the Search button.



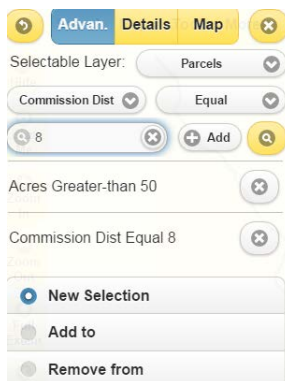
Notice that in addition to creating a new selection, a query can be used to add records to or remove records from the current set of selected records by clicking the radio button next to "Add to" or "Remove from".

The map will refresh with the selected features highlighted and descriptive information will be displayed. Click the plus icon next to a given record to display descriptive information.

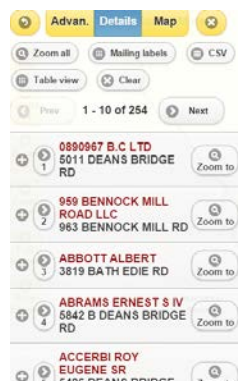
As an option, a CSV file of selected features can be downloaded or mailing labels of selected features with addresses can be produced.



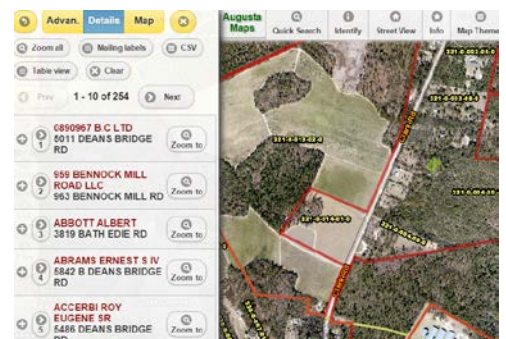
### Advanced Search Example: Search by acreage greater than 50 in District 8



In the *Advance Search*, set the selectable layer to *Parcels*. Set the criteria to *Acres Greater than 50* and select '*Add*'. Then Select '*Commission Dist*' Equal '*8*' and select '*Add*'. Click the *Search* button.

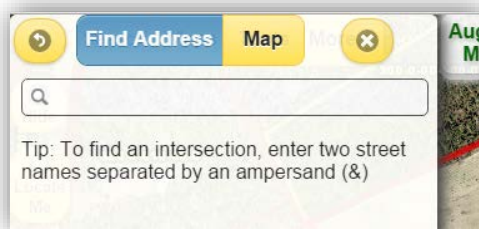


The map will refresh with selected features highlighted and descriptive information displayed. Since more than one subdivision was selected, multiple results are shown.



Click the button to zoom to the subdivision of interest and click the plus icon to view the descriptive information.

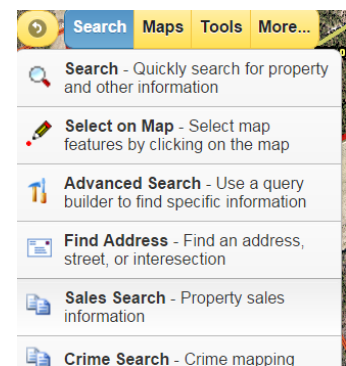
## Find Address:



Type in an address or an intersection. To find an intersection, enter two street names separated by an ampersand (&).

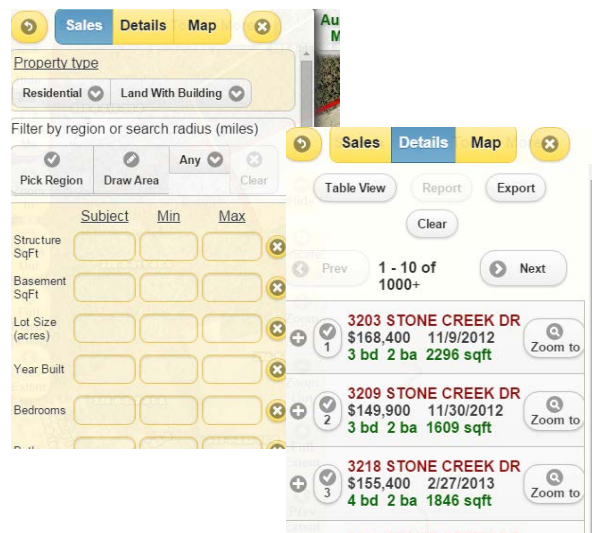
## Sales Search:

This additional search method for GISMap has been designed to make searching for sales data on properties as simple as possible. The Sales Search option must be chosen from the selection box in the upper left of the application under **Search**.



To perform a sales search, the parameters should be entered in the input box on the left side of the screen. Results will be shown below the map.

Results can be viewed in table format or exported to CSV.





## Crime Search:

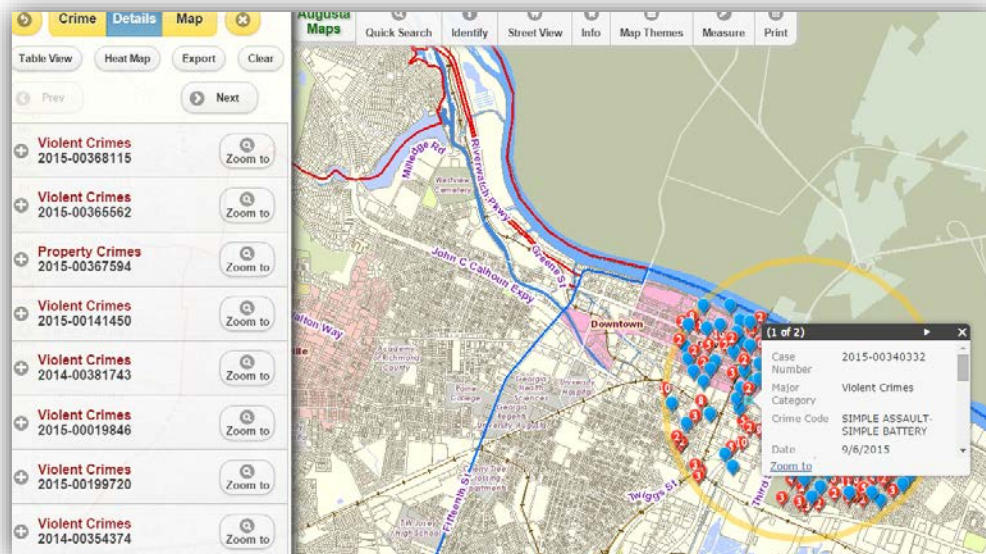
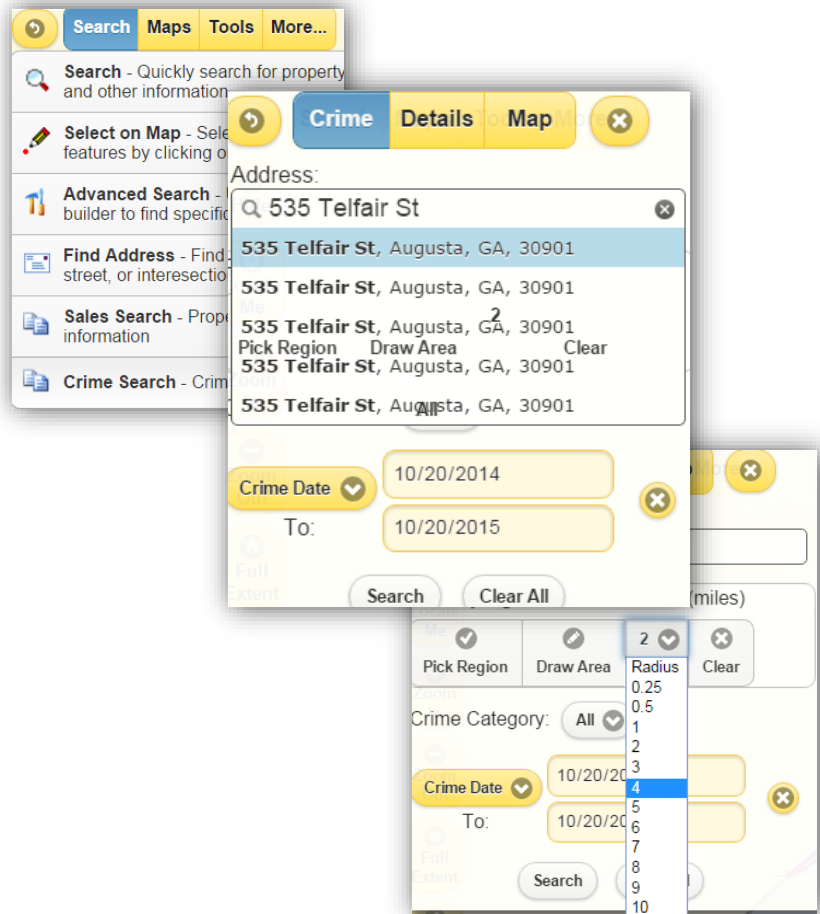
Access the Crime Search menu under 'Search'

Type in an address. Select desired address from the dropdown menu.

Enter Crime Criteria for search:  
Crime Category and Date Range.

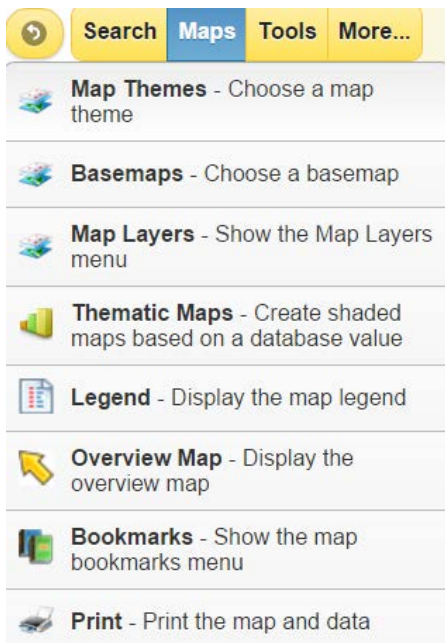
Click Search to get results.

Option: Select Pick Region to select by Police Zone or draw an area on the map to search.  
Default radius is 2 miles, but can be changed by selecting from the drop down menu.





# Maps



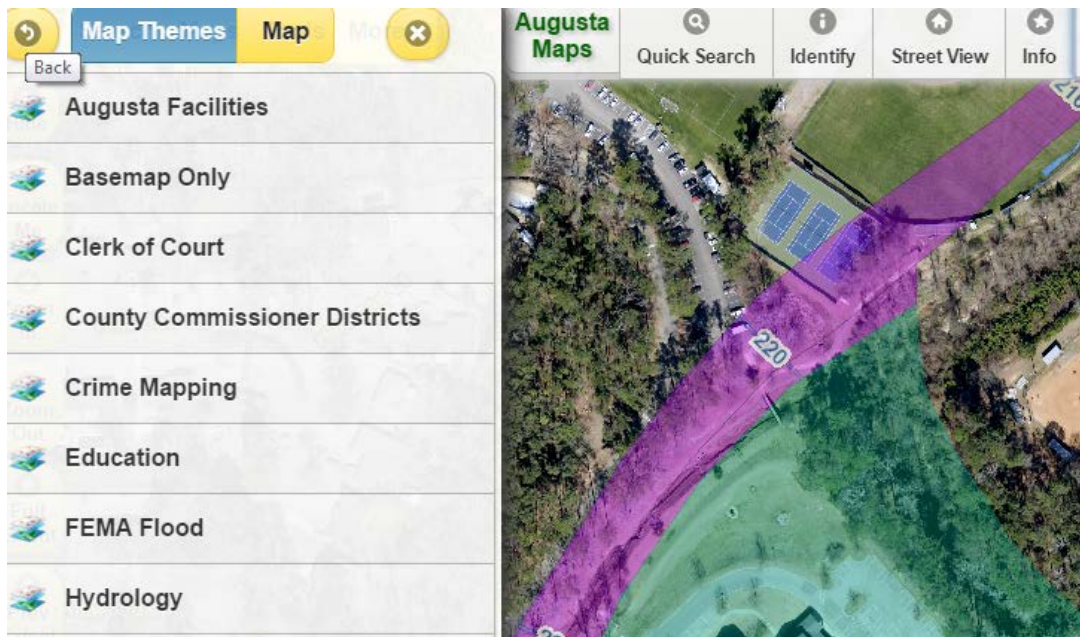
## Map Themes

The Maps menu gives users the ability to set map themes. The set map themes module allows users to quickly change the appearance of the map by selecting pre-configured map themes.

For example:

**Augusta Facilities:** Shows locations of City Facilities in Augusta

**Clerk of Court Theme** – is designed to show a basic map layout with no aerial photo.



## Base Maps

Base map can be changed to one of the available options, or turned off completely by selecting the “No Basemap” option.



## Map Layers

Map layers give access to the different data layers available.

Expand the group menus by clicking on the plus sign



to access individual layers.

\*If the layer name is grayed out, there is a scale dependency established for it. Zoom in or out until layer name is activated to view it.



## Thematic Maps

Thematic maps can be used to symbolize parcel features based on numerical data.

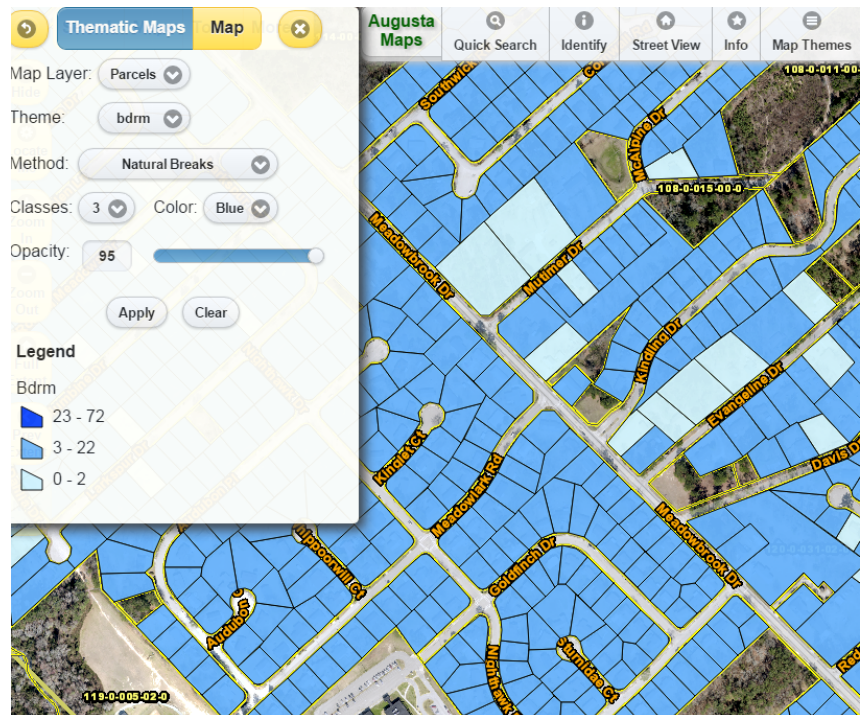
Click on the Theme dropdown to choose a field to use for symbolization.

Click on the Method dropdown to choose from available classification methods.

Click on the Classes dropdown to choose the number of classes represented.

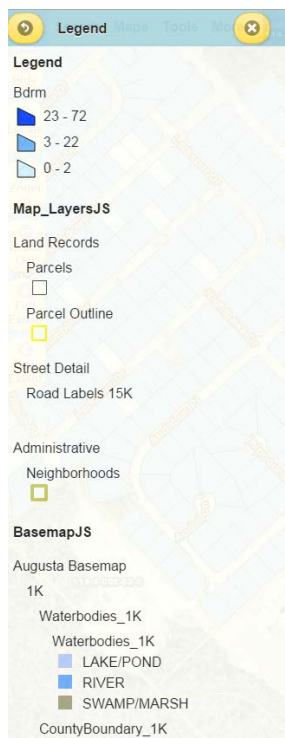
Click on the Color dropdown to choose the map display color.

Adjust the Opacity to the desired level by using the slider and note the result.



## Legend

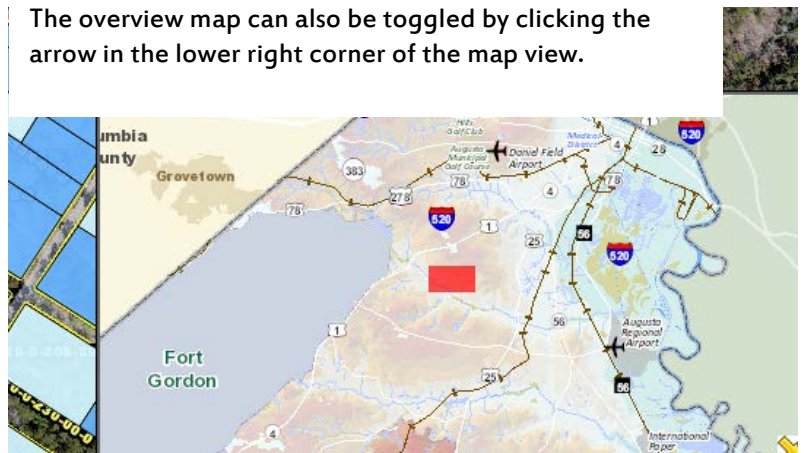
The legend displays the map legend for all the visible map layers.



## Overview Map

The overview map provides a frame of reference for the current map extent with respect to the county boundary.

The overview map can also be toggled by clicking the arrow in the lower right corner of the map view.



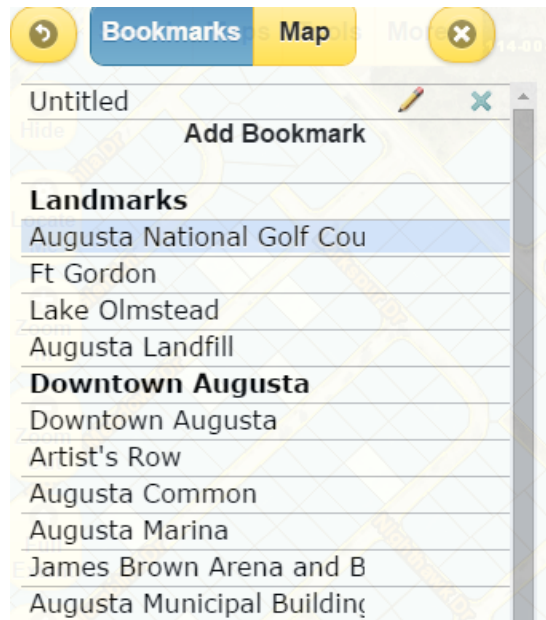


## Bookmarks

Bookmarks can be used to create and label shortcuts to locations of interest on the map. There are some pre-set bookmarks to choose from.

To add a bookmark, navigate to the area of interest on the map.  
Click Add Bookmark and type and name into the box.  
The default name is Untitled.  
The pencil icon edits the bookmark name.  
The X icon deletes the bookmark.

Bookmarks are stored in browser cookies and will persist until the browser cookies are cleared.  
Depending on the browser used and how history is managed, bookmarks may or may not persist from one session to another.



## Print

The user can either create a paper map or a PDF of the map with the print tool. A title can be included but is optional. If a feature is selected, there will be an option to include the data table. However, it is recommended to leave that option unchecked and download a CSV file of descriptive information.

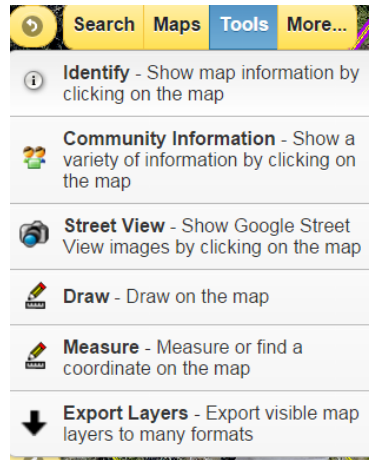
The default map scale is the initial scale of an area when navigating to the area. To set the scale to a ratio other than default, choose the desired scale from the dropdown menu. When the scale is selected, the map will be displayed at the specified scale in the Print Preview window.

The default paper size is 8.5" x 11," which can be changed by clicking on the dropdown and selecting an alternate paper size.

To change the default page orientation from Portrait to Landscape, click the appropriate Orientation button.



# Tools



## Identify

The identify button displays descriptive information for a specified map feature. The feature must be visible in the Map View to be identified.

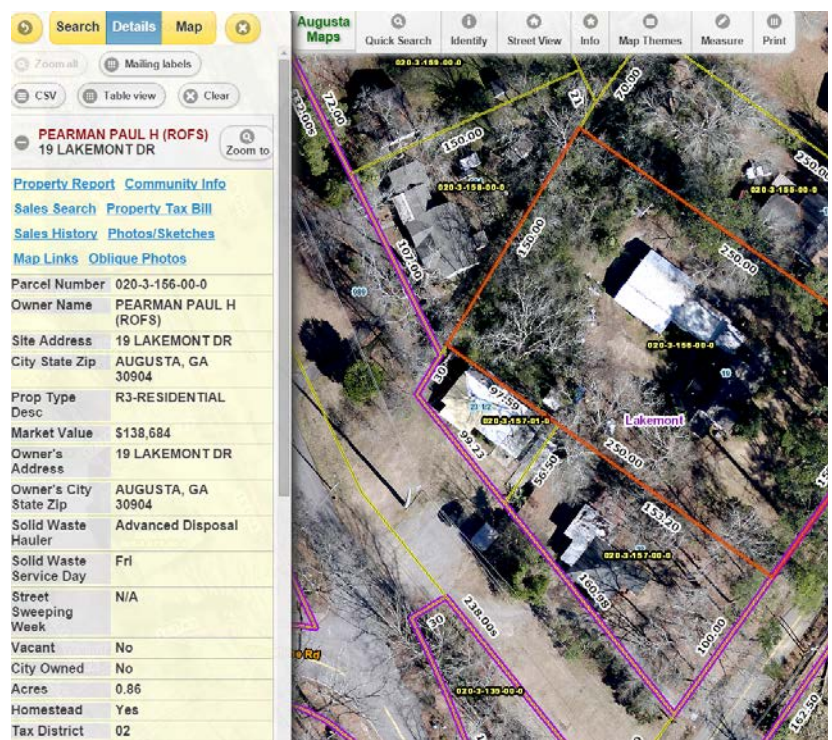
Select the Identify Tool either using the Tools button or on the Menu Bar.

Click on a map feature.

Information for the feature(s) will be returned in a summarized format by default under the Identify tab.

Users have the option to see more descriptive information by clicking the Details tab.

If only one parcel is selected the map will zoom to the extent of the parcel and its information will be shown to the left of the screen. All results in blue are links to additional information that will take you to a separate results window.





The Property Report is one of the provided links which will provide detailed information about the property. The type of information displayed will vary depending on the type of search performed; i.e. residential and commercial property will display different improvement detail.

There are also links available on the Property Report to House Photo, Sketch, and Accessory Photos (pools, carports, out buildings, etc.)

Augusta, GA - Property Report		<a href="#">Convert to PDF</a>	10/27/2015																
Parcel ID 025-4-047-00-0	Property Address 519 Boy Scout Rd	City, State Zip AUGUSTA, GA 30909																	
		<b>Owner Information</b> Owner Name TERRY ABIGAIL DENISE Mailing Address 823 31ST ST City, State Zip BETTENDORF, IA 52722-5127																	
		Mobile Maps and Information																	
		<small>Disclaimer: By using this website the User shall constitute an agreement to release Augusta, GA, and all the aforementioned parties in original disclaimer agreed on at entry to the website, of any such liability. For Zoning verification including special exceptions contact the Planning &amp; Development Department at 706-821-1796.</small>																	
<b>Parcel Information</b> <table border="1"> <thead> <tr> <th>Tax District</th> <th>Tax Year</th> <th>Millage Rate</th> <th>Prop Type Desc</th> <th>Homestead Exemption</th> <th>Acres</th> <th>Vacant</th> </tr> </thead> <tbody> <tr> <td>01 Urban</td> <td>2015</td> <td>0.000000</td> <td>R3-RESIDENTIAL</td> <td>No</td> <td>0.23</td> <td>No</td> </tr> </tbody> </table>				Tax District	Tax Year	Millage Rate	Prop Type Desc	Homestead Exemption	Acres	Vacant	01 Urban	2015	0.000000	R3-RESIDENTIAL	No	0.23	No		
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<table border="1"> <thead> <tr> <th colspan="2">Tax Neighborhood</th> <th>Subdivision</th> <th>Phase</th> <th>Section</th> <th>Block</th> <th>Lot</th> </tr> </thead> <tbody> <tr> <td colspan="2">400904 HILL TERRACE (5)</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Tax Neighborhood		Subdivision	Phase	Section	Block	Lot	400904 HILL TERRACE (5)								
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<b>Community Information - Dial 311 for Augusta Information and Services</b> <table border="1"> <thead> <tr> <th>Commissioner District</th> <th>Super Commissioner District</th> <th>School District</th> <th>Super School District</th> </tr> </thead> <tbody> <tr> <td>7 Sean Frantom</td> <td>10 Grady Smith</td> <td>7 Frank Dolan</td> <td>10 Helen Minchew</td> </tr> </tbody> </table>				Commissioner District	Super Commissioner District	School District	Super School District	7 Sean Frantom	10 Grady Smith	7 Frank Dolan	10 Helen Minchew								
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Land Value	Improvement Value	Accessory Value	Total Value	Previous Value															
\$8,000	\$24,240	\$0	\$32,240	\$32,240															
<b>Land Information</b> <table border="1"> <thead> <tr> <th>Value</th> <th>Description</th> <th>Calculation Method</th> <th>Size</th> </tr> </thead> <tbody> <tr> <td>\$8,000</td> <td>0904 -R00 -LT</td> <td>Lot</td> <td>1 Lot</td> </tr> </tbody> </table>				Value	Description	Calculation Method	Size	\$8,000	0904 -R00 -LT	Lot	1 Lot								
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\$8,000	0904 -R00 -LT	Lot	1 Lot																
<b>Residential Improvements 1 of 1</b> <table border="1"> <thead> <tr> <th>Year Built</th> <th>Effective Year Built</th> <th>Improvement Value</th> <th>RCN</th> <th>Heated Area(SqFt)</th> <th>Attic Area(SqFt)</th> <th>Basement(SqFt)</th> </tr> </thead> <tbody> <tr> <td>1926</td> <td>1983</td> <td>\$24,240</td> <td>60600</td> <td>1,112</td> <td>0</td> <td>0</td> </tr> </tbody> </table>				Year Built	Effective Year Built	Improvement Value	RCN	Heated Area(SqFt)	Attic Area(SqFt)	Basement(SqFt)	1926	1983	\$24,240	60600	1,112	0	0		
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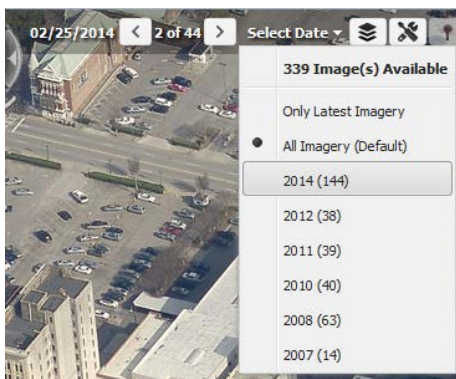
Other Links from Identify Window	Description
Property Tax Bill	Opens up Tax Bill in Tax Commissioner Web Page
Sales History	Sales history for property being searched
Photos/Sketches	Photo of structure (if available) and sketch (if available) opens up in separate tab.
Map Links	Link to other map sites (opens up in separate tab)

## Oblique Photos

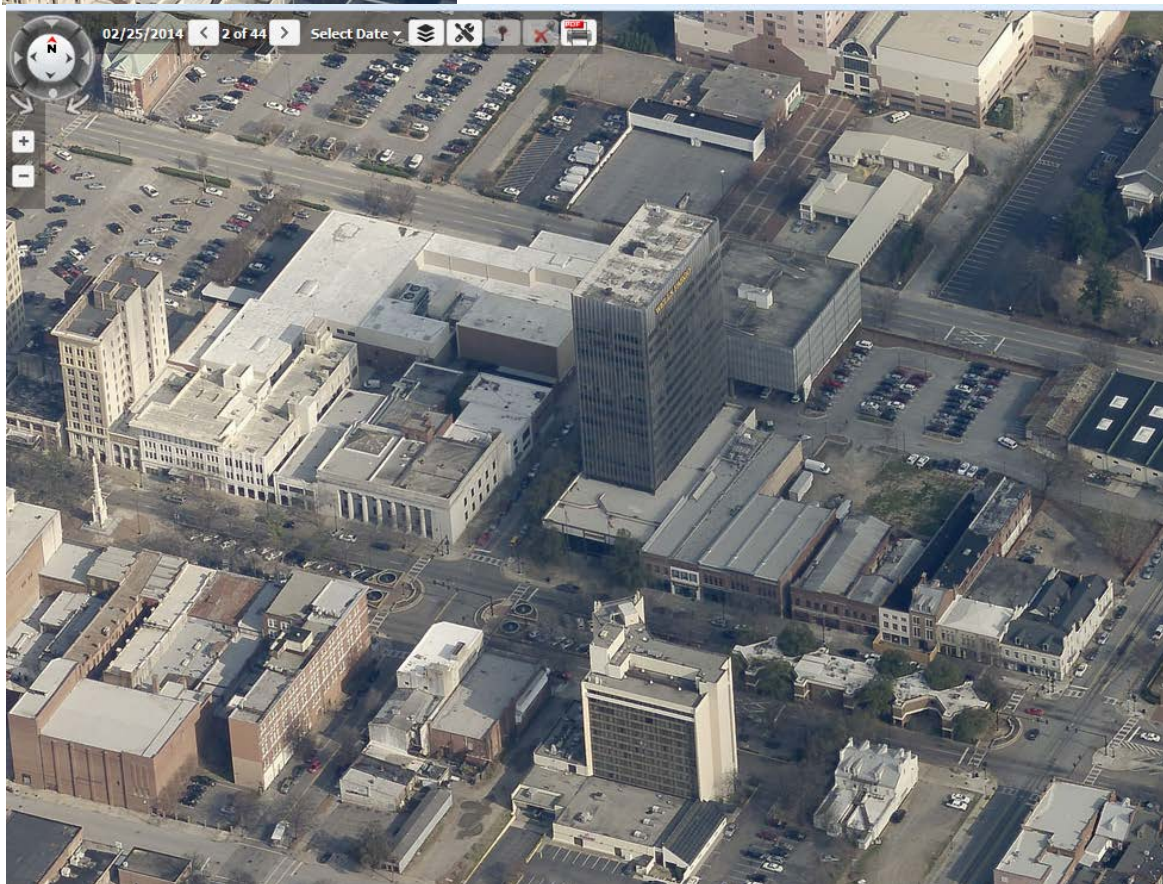
Oblique photos will open up a separate tab showing our Pictometry Oblique Imagery, giving the user a bird's eye view of the property.



Change direction of image being displayed



Allows users to switch between different images of same year, or display imagery from previous years.





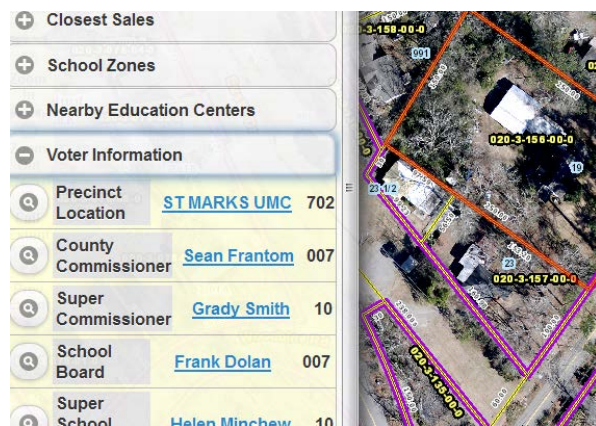
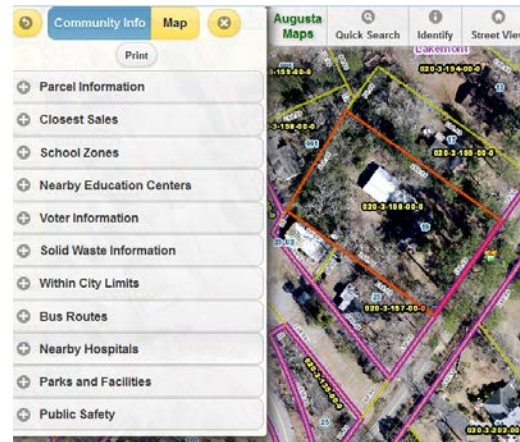
## Community Information

Community Info assembles information describing the “Community” surrounding a specified location on the map.

Select the Community Info either under the Tools button or on the Menu Bar.

In the map, click on a location or point of interest.

Community Info will allow quick access to neighborhood-level data including voter information, solid waste pickup days, school and flood zones, and a helpful spatial calculation showing the closest school, bus route, hospital, park, and fire department. Expandable menus will show you the data available for that area. When you expand a category, you can click on the information if highlighted in blue and it will take you to a website. Clicking on the magnifying glass will show location on map.



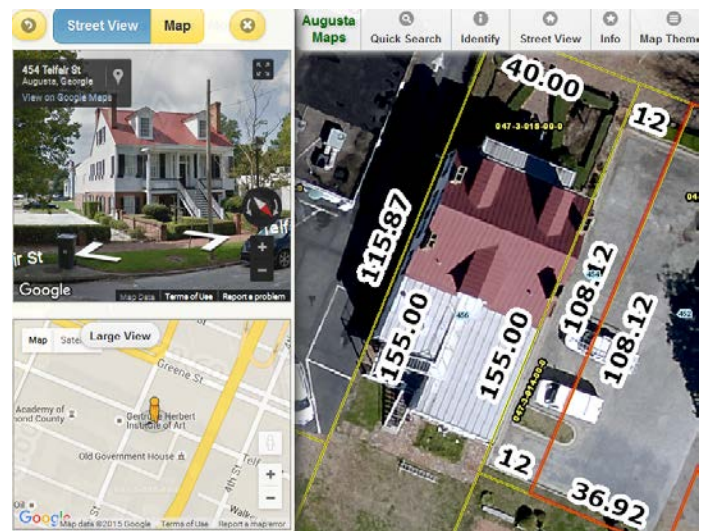
## Street View

Street view provides a direct link to Google’s Street View technology from a specified location in the map.

Select the Street View either under the Tools button or on the menu bar.

In the map, click on a location or point of interest. Two small windows appear in the panel on the left representing information directly from Google’s Street View. There is an option to open the Street View site in a stand-alone format by clicking the Large View button.

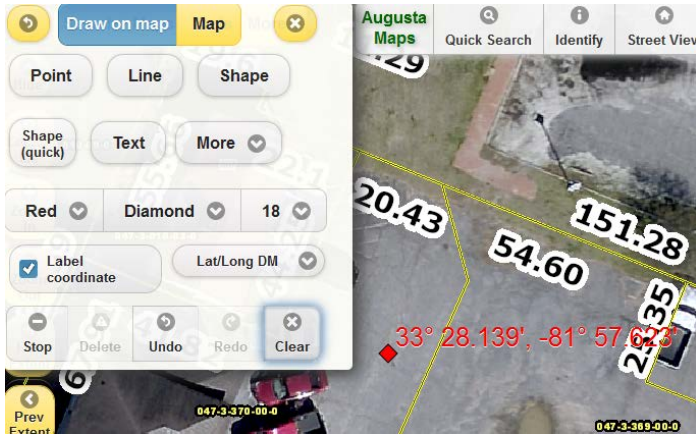
You can manipulate the location being viewed directly within the side panel by either clicking a different location on the lower map or by dragging the imagery on the upper map.



## Draw

Draw provides the option to draw graphics and enter text on the map. Tool tips appear on the map indicating click to start, click to finish, and to create the shape. The Stop, Delete, Undo, Redo, and Clear buttons can be used at any time.

### Drawing a Point:

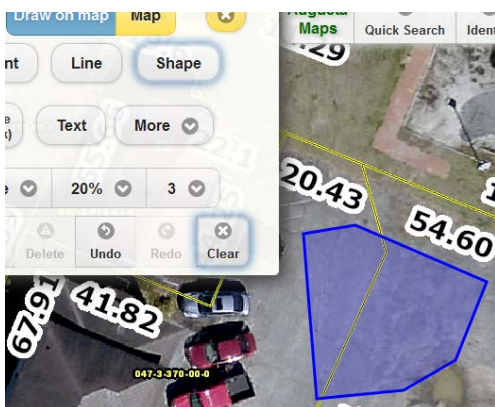
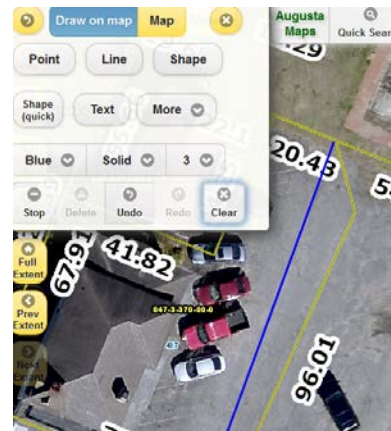


Click the Point button to start drawing a point. The color of a point can be changed by clicking the Red dropdown and selecting a preferred color. The shape of a point can be changed by clicking the Circle dropdown. The size of a point can be changed by changing the value to the preferred sized from the initial value of 8.

There is an option to have the coordinates of the point display by toggling on Label Coordinate. The coordinate units can be changed with the Lat/Long DM dropdown.

### Drawing a Line:

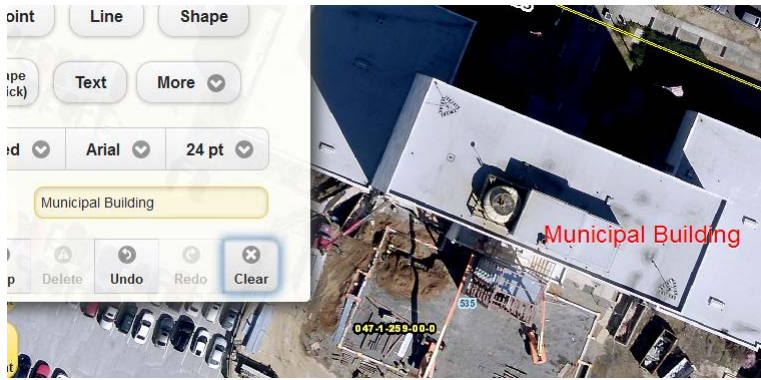
Click the Line button to start drawing a line. The color of a line can be changed by clicking the Red dropdown and selecting a preferred color. The style of a line can be changed by clicking the Solid dropdown. The width of a line can be changed with the Size dropdown.



### Drawing a Shape:

Click the Shape button to start drawing a shape. The color of a shape can be changed by clicking the Red dropdown and selecting a preferred color. The opacity of a shape can be changed by clicking the 20% dropdown. The shape line width can be changed by the Size dropdown. The Shape (Quick) button will trace a shape following the mouse. The same customization options can be applied as with the Shape button.





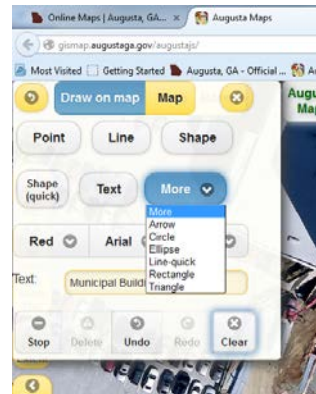
## Inserting Text:

Click the Text button to start typing and inserting text onto the map. The color of text can be changed by clicking the Red dropdown and selecting a preferred color. The font of text can be changed by clicking the Arial dropdown. The size of text can be changed with the 12pt dropdown.

Type the text into the Text Box. When typing is complete, click on the map at the location the text should be displayed.


## More Drawing Options:

Click the More button to reveal a dropdown list of additional drawing options. The color, opacity, line style, and size can be customized for all options in the list.




## Measure

Measure provides the ability to measure an area, length, and display longitude and latitude coordinates on the map.


Select the Area Icon  and click Acres to choose the desired unit of measure. Click to start and double click to finish the measurement.

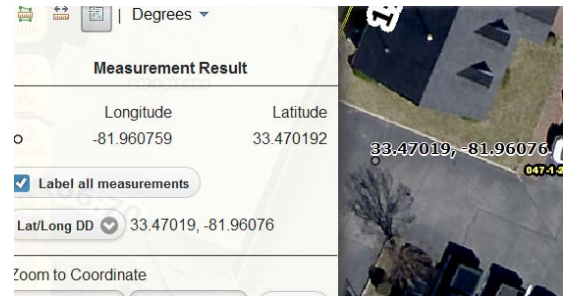


Select the Distance Icon  and click Feet to choose the desired unit of measure. Click to start and double click to finish the measurement.



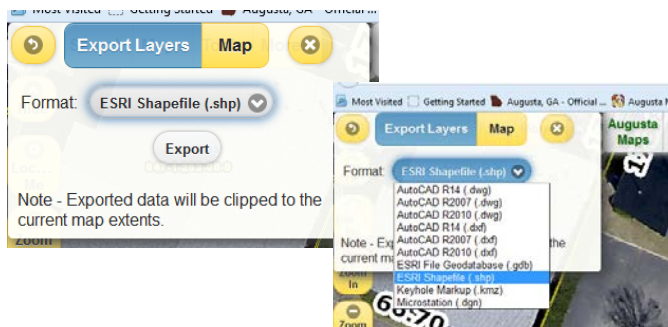


Select the Location Icon  and click Degrees to toggle display units between Decimal Degrees and Degrees, Minutes, Seconds. When using the coordinate tool, the user can switch the coordinate display units by using the XY Map Units Icon.



## Export Layers

Export Layers provides the ability to export predefined features/layers and download them into different formats from the map.



Select the Export Layers option from the Tools list.

From the Format dropdown list, select the export format you would like to download your data in.

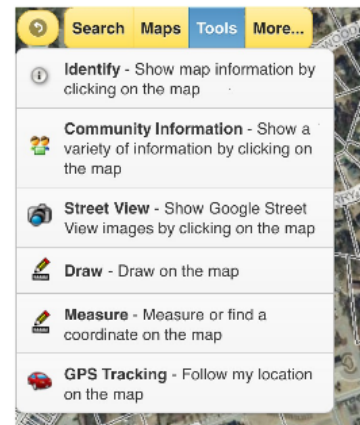
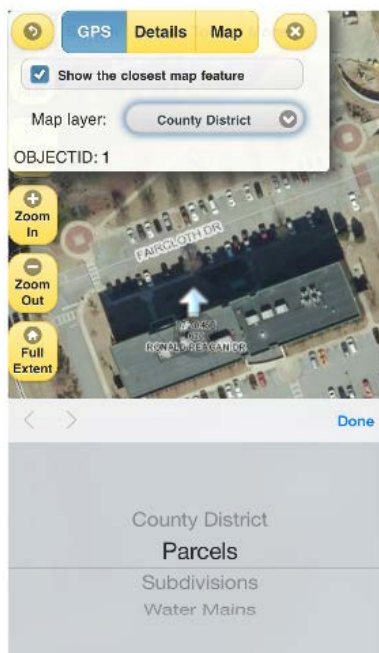
Simply click the Export button and your predefined layers will be clipped to the current map extents and downloaded to your browser.

## GPS Tracking (on mobile devices only)

GPS tracking allows the map to follow your location using GPS and cellular towers.

As an option, you can show the closest map feature in the available map layers, for instance County District, Parcels, or Subdivisions.

If a chosen layer does not have a feature nearby, you will receive a “no features found” message.

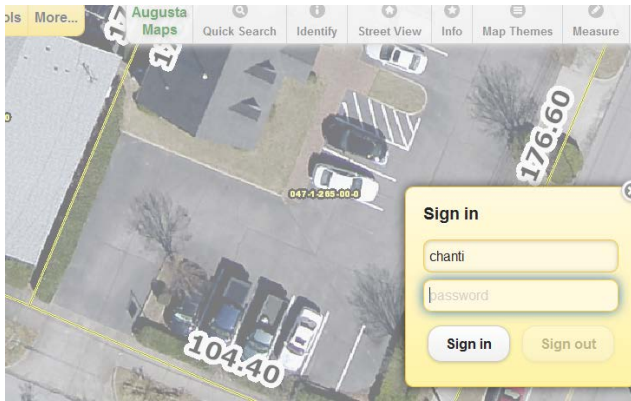


To enable GPS Tracking, you must allow the website to access your location. Your location will be symbolized with an arrow.

By checking the *Show the Closest Map Feature*, the arrow will rotate to point in the direction of the closest map feature selected from the Map Layer drop down.

# More

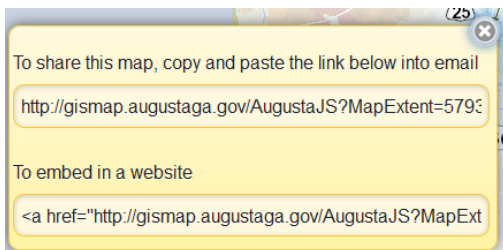
## Sign In



Sign in gives user access to secured layers containing additional sensitive data available only to previously approved users.

## Help

Additional help information is provided. General information and video guides are available for your viewing.



## Create Map Link

Allows users to save the current extent of the map to the clipboard allowing users to send it to a colleague by email. Additionally, users can also save the current map by embedding it in an existing webpage.

The Augusta GIS Division strives to efficiently and effectively provide automated mapping, geographical analysis, and GIS technical support to Augusta GIS users and county departments. We are available Monday – Friday, 8:30am to 5:00pm, to assist with your GIS needs.

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